

## **EXECUTIVE COUNCIL MEETING MINUTES**

April 23, 2014

*(Approved by Executive Council on May 14, 2014)*

Executive Councilors present (noted by \*):

*Julie Thompson, <i>presiding</i>	*Dianne Davis	*Sean Martin	*Nikona Mulkovich
*Filomena Avila	*Terry Ehret	*Jacqueline McGhee	*Matt Murray
*Paulette Bell	*Karen Frindell Teuscher	*Bud Metzger	MJ Papa
*Shawn Brumbaugh	*Deirdre Frontczak	*Terry Mulcaire	*Margaret Pennington
*Paula Burks	*Andre LaRue	*Dwayne Mulder	

Officers/Negotiators/Appointed Positions present: Ted Crowell, Warren Ruud

Officers-Elect present: Denise Beeson

Staff members present: Candy Shell, Carol Valencia

The meeting was called to order at 3:03 p.m. in Doyle Library, Room #4245, on the Santa Rosa campus.

### **CLOSED SESSION REPORTS**

1. **Negotiations Report.** This report and discussion were conducted in closed session.
2. **Conciliation/Grievance Report.** This report and discussion were conducted in closed session.

Closed Session adjourned at 4:03 p.m.

### **OPEN SESSION**

Open Session reconvened at 4:03 p.m.

### **MEMBER CONCERNS WITHIN AFA'S PURVIEW**

1. Margaret Pennington reported that she recently spoke with Jonathan Lightman, Executive Director of Faculty Association of California Community Colleges (FACCC), regarding FACCC's support of the restoration of part time-faculty categorical funding to the State budget; she asked him what could be done to help in this effort. Jonathan suggested the following actions:
  - Call the Chair of the Senate Budget Subcommittee on Education (Senator Marty Block) to express support (<http://sd39.senate.ca.gov/>);
  - Call the offices of Senator Noreen Evans (<http://sd02.senate.ca.gov/>) and Assemblymember Marc Levine (<http://asmdc.org/members/a10/>) to express support.Julie added that Marc Levine is holding an open house in Petaluma on Saturday afternoon (4/26) if you can attend.  
Deirdre Frontczak will be attending the Senate Budget Subcommittee on Education meeting next Tuesday (4/29) if anyone wants to ride with her.

2. Andre LaRue commented that many faculty members may not be aware that the three hours of flex time they received last year for Commencement Day attendance is not available this year; as a result, they will need to put in an extra three hours of flex time. [For 2011-12 and 2012-13, Commencement Day attendance was furloughed; this year, it is a required paid duty for contract faculty. See link to [Article 17: Job Descriptions](#).] Julie added that AFA would send out a repeat message to faculty about this change. Several Councilors added that the Staff Resource Center webpage and "Check Your Flex!" system is not accurate and does not reflect this contract change.
3. Sean Martin brought up a concern by a faculty member about the potential conflict of interest that could occur because the Vice President of Human Resources is also the Compliance Officer for the District.

### MINUTES

There being no corrections or additions, by unanimous voice vote, the Council approved a motion made and seconded to approve the minutes from the April 9, 2014 Executive Council meeting as submitted (15 in favor, 0 opposed, 0 abstentions).

(Approved minutes are posted at <http://www.santarosa.edu/afa/minutes.shtml>.)

### DISCUSSION ITEMS

#### 1. **AFA Mission Statement Re-write**

- Julie explained that the Mission Statement re-write process started last fall at the retreat. Jacqueline McGhee made some changes to the Statement based on the retreat input, and then a new team made additional changes. The Cabinet also gave their input. The latest draft is in your packet.
- There was a discussion regarding the current draft. Matt Murray explained that the Mission Statement is a living document and will continue to be revised in the future.
- A motion was made, seconded, and approved by unanimous voice vote to move this item to an Action Item (15 in favor; 0 opposed; 0 abstentions).

#### 2. **Fall 2014 Calendar**

- Julie reviewed the draft AFA Fall 2014 Calendar with the Council. She pointed out the following items:
  - The placeholder date for the fall retreat was omitted; after hearing back from Pepperwood, we will conduct a Doodle Poll and then set the final date.
  - The California Community Colleges Independents (CCCI) Conference date will be sometime in October.
  - Deirdre Frontczak announced that the FACCC Part Time Symposium would be held on either Nov. 1 or 8.
  - There is an Aug. 20 Executive Council meeting placeholder in case it is needed if negotiations are not completed this semester.
  - A Sept. 8 afternoon CalSTRS workshop has been added.

#### 3. **Councilor Requirement to Vacate Seat Due to Absences (newly added Discussion Item)**

- Julie explained that the AFA Bylaws state that if a Councilor misses more than three meetings in a semester, he or she is required to vacate the seat unless a two-thirds vote of the entire Executive Council allows him or her to maintain it. (See link to [AFA Bylaws](#).) With today's absence, MJ Papa has missed three meetings this semester. Julie explained that the Cabinet discussed this today and would like to recommend to the Council that we vote to allow MJ to maintain her seat.
- There was a discussion regarding MJ's contributions to the Council.
- A motion was made, seconded, and approved by unanimous voice vote to move this item to an Action Item (12 in favor; 0 opposed; 0 abstentions).

## ACTION ITEMS

### 1. AFA Political Endorsements Guidelines

- Margaret Pennington explained that there was a discussion about whether we should write a Policy at this point or merely "guidelines." The decision was made to write guidelines this first time because it will be a more streamlined process. The draft Endorsement Guidelines were projected for the Council. Margaret explained further:
  - There is still a question about the vote required for endorsement by the Executive Council (majority vote or two-thirds vote).
  - We also need to decide the type of group to conduct the interviews (existing group, one-time group, or continuing group) and what that group will be called (Ad Hoc Committee or Task Force). Council consensus was for a one-time group called a Task Force.
  - We also need to decide who will inform candidates of endorsements and who will inform the membership of endorsements. [These decisions were deferred.]
  - The Executive Council will direct the Task Force to write the interview questions and create the interview process and endorsement criteria. The Council wants the option to attend the interviews as observers. The Task Force will bring endorsement recommendations to the Council.
- There was a discussion about the inclusion of the word "viable" to describe "candidates." It was suggested to change the wording to "invite all candidates" instead. This wording could be changed, if needed, for another election. There was a further discussion about whether AFA should invite and interview *all* candidates or be selective in its invitations. Council consensus was to invite all declared candidates and see who accepts the invitations.
- Changes and Additions to Guidelines:
  - The Executive Council will direct the Task Force to write the interview questions, conduct the interviews, and make other decisions, as needed.
  - Change wording to read "Candidates are invited to be interviewed."
  - The Task Force will recommend endorsements and financial support for the endorsed candidates to the Executive Council.
  - Once the Task Force forwards its recommendations, the Executive Council will decide by majority vote on the endorsements and financial support.
- There was a discussion about whether members should be invited to attend the interviews. The Council consensus was negative.
- A motion was made, seconded, and approved by unanimous voice vote to adopt the Endorsement Guidelines as revised above (14 in favor; 0 opposed; 0 abstentions).
- Julie will send a request to the Council for volunteers to serve on the Task Force; please respond to staff if interested.

### 2. Additional Funds for Additional Adjunct Appointee to 2014-15 District-wide Committee

- Julie explained that Dave Harden is stepping down from the District Online Committee, and Paulette Bell has wanted to serve on this committee for some time. The committee meeting time overlaps with Cabinet meetings for one hour, one day a month. It would require a little more expense to cover the cost of another adjunct representative to a District-wide committee—this expense amount would be no greater than \$980 for the year, but most likely would be less. The Executive Council needs to approve this additional expense. Julie clarified that the Council is approving only the additional expense at this point and not the appointment.
- A motion was made, seconded, and approved by unanimous voice vote to approve up to \$980 for an adjunct appointee to the District Online Committee (13 in favor; 0 opposed; 0 abstentions).

### 3. AFA Representatives to District-wide Committees for 2014-15

- Julie reviewed the current roster of AFA Representatives to District-wide Committees with the Council and explained that there are contested seats for the Budget Advisory Committee and Sabbatical Leave Committee. She asked the Council for changes and additional volunteers:

- Ted Crowell withdrew his name from consideration for District Tenure Review & Evaluations Committee; Paulette Bell volunteered for this committee.
  - Paulette Bell withdrew her name from consideration for Fringe Benefits Committee.
  - Paper ballots were distributed to the Council for the two contested appointments above; Paulette Bell and Candy Shell counted the ballots. Deirdre Frontczak was selected as the representative to the Budget Advisory Committee, and Andre LaRue was selected as the representative to the Sabbatical Leave Committee.
  - A motion to approve the AFA Representatives to the District-wide Committee roster as revised above was made, seconded, and approved by unanimous voice vote (11 in favor; 0 opposed; 0 abstentions).
4. **AFA Mission Statement Re-write**
- A motion was made and seconded to approve the latest draft Mission Statement. There was a discussion regarding the inclusion of the words "up-to-date" before "website" in number 5 under "Strategies."
  - The motion was amended, seconded, and approved by unanimous voice vote to approve the draft Mission Statement with the omission of "up-to-date" in front of "website" (15 in favor; 0 opposed; 0 abstentions).
5. **Councilor Requirement to Vacate Seat Due to Absences**
- A motion was made, seconded, and approved by unanimous voice vote to retain MJ Papa in her seat on the Council (13 in favor; 0 opposed; 0 abstentions).

#### **OTHER REPORTS**

1. **President's Report.** Julie reported briefly on the following items:
  - The letter to Assemblymember Das Williams in support of a bill regarding the transference of unused sick leave from one district to another was completed and mailed on April 18. Thanks to all for help in getting that approved and sent off within a short timeframe.
2. **Treasurer's Report: March 2014.** This report has been postponed until the May 14 Executive Council meeting.

The meeting was adjourned at 5:08 p.m.

Minutes submitted by Carol Valencia.